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January 29, 2008

SUBJECT: STATE OF CALIFORNIA EMERGENCY PLAN REVISION

The Governor's Office of Emergency Services (OES) has initiated a project to revise and update the State of California Emergency Plan, also known as the State Emergency Plan (SEP). The SEP defines California's Emergency Management System which, according to the California Emergency Services Act, is in effect in each political subdivision of the State. The SEP was last revised in 1998, with further review in 2005 to ensure compliance with the National Incident Management System (NIMS). Significant changes have occurred in California's emergency management landscape since 1998.

The revised SEP will enhance and refine the existing system for coordinating all phases of emergency management in California, and will review all elements of California emergency management. Furthermore, the revised SEP may elaborate upon the roles and responsibilities of State agencies and departments identified in the current plan, and provide further guidance for interagency and intergovernmental coordination to render mutual aid during an emergency. The initial phase of the SEP update will include:

- Revising and updating the SEP base plan.
- Determining and outlining California Emergency Functions (CA-EFs) based on extensive stakeholder input and discussion including all state agencies identified as having a primary or support role. CA-EFs are not intended to replace or alter California's existing emergency response system, but to provide a vehicle for a more cohesive emergency management program within that structure.
- Developing scenario-based Catastrophic Planning Annexes to support the SEP.
- Developing a SEP maintenance plan to ensure more timely updates.
- Outlining a framework for Web-based OES Emergency Planning Resource Center to provide a single point for accessing SEP components and links to important emergency management resources.

Starting in January 2008, OES will ask state organizations, local government, federal agencies, and other key stakeholders to participate in the SEP revision process through workshops, document reviews, and other activities. Towards this end, OES may be contacting staff from your agency or department, including those that already participate in the Statewide Emergency Planning Committee (SWEPC) and the Standardized Emergency Management System (SEMS) Maintenance

System. If you are not contacted and would like to be included in this process, you are encouraged to contact Terri Gill of the State Planning and Support Unit, at (916) 845-8767, by January 31, 2008.

Thank you for your participation in this important effort which is critical to the future of California and its residents. Our objective is to deliver timely and effective emergency management before, during and after a natural or human-caused disaster, and your organization's support is considered essential to the success of this project.

If you have any questions regarding this project, please contact Terri Gill at the number listed above. Thank you in advance for your support and participation in the revision and update of the State of California Emergency Plan.

Sincerely,

A handwritten signature in black ink, appearing to read 'H. Renteria', with a stylized flourish at the end.

HENRY R. RENTERIA
Director

- c: Statewide Emergency Planning Committee Members
 Standardized Emergency Management System (SEMS) Maintenance System Members
 Frank McCarton, Chief Deputy Director, OES
 Paul Jacks, Deputy Director, Preparedness and Training Division, OES
 Moustafa Abou-Taleb, Manager, Technical Assistance Section, OES
 Terri Gill, Senior Emergency Services Coordinator, State Planning and Support Unit, OES